

**Site Visit Programmatic Questions**  
Options Pregnancy – August 25, 2015

**1. Update Report**

- Review your two most recently submitted Update Reports: are you meeting Report Count goals?  
Client counts were down slightly the last two quarterly reports due to staff turnover.
- Note any significant differences between the reports: are programs stable? Improving? What do the reports indicate about progress in your programs?  
**Numbers of clients are increasing again and grantee is hopeful numbers will again remain stable with the hiring of new staff.**

**2. Work Plan**

- Review your 2012-16 grant application's description of the program you are asking to be funded. Note the services and activities you said you would provide and the number of clients you would serve.
- Prepare a short summary of your current program(s) and the number of clients being served. How does what you describe in the application compare with what you are currently providing? Have any programs and/or activities or services been added or removed? Have the number of clients being served per quarter decreased or increased since October, 2012? Is there anything particular you want to share about your current program to explain its current status?
- Do you anticipate making any changes to the 2015-16 Work Plan? If so, in what way and for what reasons?  
**No changes at this time.**

**3. Fiscal Review**

- Review of the 2014-15 expenditures spreadsheet
- Have you or do you intend to revise your 2015-16 budget justification? Keep in mind that the current budget justification remains in effect until a revision is approved.
- Review the guidelines regarding expectations for invoice and verification submissions (attached), and the new requirement to submit both to financial for invoice payment. Review MDH's efforts to move to paperless invoicing.
- If your Financial Reconciliation has taken place, the findings will be reviewed.  
**No financial reconciliation has taken place this grant cycle yet. It will take place in 2015-16.**
- If you have an elevated risk designation, and your report cited any concerns, these will be discussed. N/A

**4. Grant Closeout Form**

- You will have an opportunity to review a draft of your Grant Closeout Form.

**5. 2014-16 Evaluation** (availability of items below depend on date of site visit)

- Your 2014 Evaluation Report Summary will be discussed.

- Your 2015-16 Evaluation Plan will be discussed. Any suggestions provided in your 2013-14 Report Summary should be included in the plan, if you are continuing the same evaluation. If you are planning a new evaluation, details will be discussed.

**New evaluation plan was submitted and discussed. Grantee will be evaluating the outcome of education on a healthy diet.**

**6. Positive Alternatives website**

- The PA website is being/has been reconfigured. Its scope is reduced. Resources for grantees will remain basically the same.
- Consider providing suggestions for additions/deletions

**7. Provide Updates**

- Have you made any changes to your application Face Sheet data? **No Changes are needed at this time.**
- Do you want to revise your website posting?  
**No updates are needed at this time.**

**8. Issues specific to this grantee**

**This grantee has had a small struggle with staffing in the last year. New staff has recently been hired and all are hopeful the program will again makes strides forward. They also have additional funding leftover from staff vacancies. This situation will also be able to be resolved with new staff hired.**

**9. Tour of Facility**

- If your facility has been remodeled or updated with grant funds, be prepared to provide a tour of the area  
**I was able to tour the Center. They have a very visible location and a beautiful and welcoming Center in a renovated century old home on mainstreet.**
- If grant-funded activity areas have been significantly altered, be prepared to provide a tour of the area

**10. How can MDH be more supportive of your program?**

**No suggestions were made.**

**11. Other? Options Pregnancy Center had been a Positive Alternative funding site since 2006.**

**They offer pregnancy and parenting education along with support from a jobs readiness program. Their education program for women who are pregnant or mothers of an infant is a one-on-one mentoring program that includes topics such as relationships, life skills, nutrition, substance abuse, and parenting education. The jobs readiness program uses their thrift shop as a training ground to help participants develop and gain skill in work readiness skills to gain confidence in the basic skill needs to gain ongoing employment. This mentoring is provided under the supervision of a staff member who has gained skills in the area of work readiness training.**